

***City of York Board of Architectural Review***  
***Minutes***  
***May 4, 2020***  
***\*\*Virtual Meeting\*\****

Members present:

Chairperson Beth Bailey  
Linda Lowman  
Quinn Witte  
Gary Stewart  
A. Lee McLin  
Gene Gaulin

Members absent:

Diane Hanlon

Others present:

Planning Director Breakfield  
Zoning Administrator Blackston  
Public Information Officer Fritz

Chairperson Beth Bailey called the meeting to order at 3:01 p.m. and stated the following:

Based on the emergency ordinance adopted by York City Council as well as interaction at the last BAR meeting, I recommend that the following be mentioned at the start of the meeting on Monday:

1. Provide brief summary of overall situation (exactly like you did last time- that was great).
2. Poll Board members to confirm attendance.
3. Announce that:
  - a. Each Board member must individually vote by voice on each Motion (yay or nay).
  - b. Any Board member that wishes to abstain from a vote must state the reason for such abstention. If a Board member has a conflict of interest, the Board member should state the conflict and abstain from discussion and the vote on the matter.
  - c. Each person should be identified before speaking.
  - d. Each person should mute microphone unless speaking.
4. Board members have indicated a desire to create standards for murals in the historic district. This issue will be placed on the next BAR agenda for discussion.

**The first item of business** was approval of the draft Minutes from the April 14, 2020 meeting. Upon a Motion by Linda Lowman, seconded by Quinn Witte, the Board unanimously approved the Minutes as submitted.

**The second item of business** was consideration of a certificate of appropriateness (COA) application for the fence to be placed at the City Park at 245 Raille Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application complied with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by Quinn Witte, the Board unanimously approved the application as submitted.

**The third item of business** was consideration of a COA application for exterior improvements for York Senior Center located at 14 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application complied with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by A. Lee McLin, the Board unanimously approved the application as submitted.

**The fourth item of business** was consideration of a COA application for a swimming pool to be installed at 16 East Jefferson Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application complied with the HDCDS.

After discussion and upon a Motion by Linda Lowman, seconded by Quinn Witte, the Board unanimously approved the application as submitted.

**The fifth item of business** was consideration of a COA application to replace the fascia for the York County Library at 21 East Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application complied with the HDCDS.

After discussion and upon a Motion by A. Lee McLin, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

**The sixth item of business** was consideration of a COA application for a fence at 11 Wright Avenue.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application complied with the HDCDS.

After discussion and upon a Motion by Beth Bailey, seconded by Quinn Witte, the Board unanimously approved the application as submitted.

**The seventh item of business** was discussion of improving public awareness of the Historical District Construction Design Standards (HDCDS).

The Board discussed ways to notify historic district property owners of the HDCDS. The members will discuss strategy further at next meeting.

There being no further business, the meeting was adjourned at 4:10 pm.

Respectfully submitted,

C. David Breakfield, Jr. AICP, MCP  
Planning Director

cc: File, Board of Architectural Review 5/4/2020  
Seth Duncan, City Manager